

WARREN COUNTY COMMISSIONERS MEETING
MONDAY MAY 18, 2020

The Warren County Commissioners met for their second meeting of the month of May 2020.

Commissioners present for the meeting: Clay Andrews, Adam Hanthorne, Brian Jordan.

Also, In Attendance:

Public: Charity Shettle, Brenda Leak, Carolyn Orr, Mark Straw (By Teleconference)

Officials/County: Jud Barce, County Attorney; Ingrid Barce, County Attorney; Phil Astell, EMA; Michelle Hetrick, Clerk; Matt Herndon, Highway Supervisor; Hunter Reece, Judge; Randy Haddock, Surveyor; Rusty Hart, Sheriff; Robin Weston-Hubner, Auditor; John Kuiper, Zoning Director.

1. The meeting was called to order by Brian Jordan.

2. Brian Jordan, Commissioner led the Pledge of Allegiance.

3. New Business:

- a. Approval of Meeting Agenda – Jordan requested COVID-19 Courthouse Reopening Protocols be moved to the top of agenda. Hanthorne requested to add EMS Washer and Dryer to the agenda. Adam Hanthorne made a motion to approve the amended agenda with a second from Clay Andrews, all voted in favor.
- b. COVID-9 Courthouse Reopening Protocols and Policy – Reece explained the 6 feet distancing to comply with Indiana State Board of Health guidelines with courtroom seating from 121 to 21 in galley, attorney tables marked off. Employees have been explained the social distancing, temperature check themselves, masks available but not required, arrows on stairwell, etc. Services will be remote until June with minimal face to face, Supreme Court ordered jury trials begin again in July and emergency only hearings. Andrews suggested all County employees back to work but stay home if sick or over 65. The Commissioners discussed the use of 1 door entrance/exit, spray bottles for disinfectant. Astell stated the EMA has wipes and hand sanitizer. Re-opening of the courthouse on Tuesday May 26th was decided. Hetrick stated the 26th is the first day of absentee voting. Hetrick explained 2 voting machines on south side 6' apart and 1 on north side. The State has provided mask, sanitizer, disinfectant wipes for election workers. Astell stated the EMA has some masks but will need to order more soon. Reece stated he has masks that he is working on ordering more. Weston-Hubner stated the State is sending 100 free masks. Astell and Weston-Hubner explained the COVID refunds being applied for. Jordan stated he will work on preparing the courthouse for reopening with signage, marking the floor, masks/sanitizer, etc. Weston-Hubner explained property taxes have been collected at 88% for spring collection.
- c. Clay Andrews made a motion to approve the May 4, 2020 meetings minutes with a second from Adam Hanthorne, all voted in favor.
- d. Clay Andrews made a motion to approve the May 4, 2020 thru May 18, 2020 Accounts Payable Claim Dockets with a second from Adam Hanthorne, all voted in favor.
- e. Clay Andrews made a motion to approve the May 8, 2020 payroll dockets with a second from Adam Hanthorne, all voted in favor.
- f. Highway Department – Herndon presented a quote for 2016 Hyster forklift \$16,450.00 to pay from Local Road and Street Fund. Adam Hanthorne made a motion to approve the purchase with a second from Clay Andrews, all voted in favor. Discussed selling the retired forklift on GovDeals. Hanthorne will work on appraisal of the retired forklift. The County will be receiving 2021 Community Crossings grant fund. Matching funds will be taken from Economic Development Fund. Jordan stated he is working with Mr. Eberhardt and Herndon concerning a previous request.
- g. EMS Washer and Dryer – Hanthorne explained the need to purchase a washer and dryer as well as wash tub for the EMS. EMS will install the items. The quote is for \$1,528.94. Clay Andrews made a motion to approve the purchase with a second from Brian Jordan, all voted in favor.

4. Old Business:

- a. Pine Village Fire Department Agreements – Weston-Hubner stated the amended agreements are in process currently.

5. Elected Official/Department Head comments:

- a. Phil Astell, EMA Director – Astell explained the COVID-19 trickle-down effect if both the office holder and deputy are working together. Astell explained the decontaminating trailer donation from many years ago. Hanthorne stated the EMS has stated they would like to keep the trailer.
- b. Michelle Hetrick, Clerk – Hetrick explained absentee voting will begin May 26th through June 1st at noon. There will be 3 people working on Election Day in the courthouse. Discussion concerning Election night social distancing, options will be explored. The FireEye is connected to the voter registration and 3 laptops only.
- c. Weston-Hubner – Explained the option move the FireEye server from the Custodial Office to the Jail location. A rack will need to be purchased costing approximately \$3,500. Work is continuing on several alley closures, Soil & Water laptop and health Insurance for 2021.
- d. Rusty Hart, Sheriff – Hart explained he is working on a quote for the County Farm electrical and has discussed this with REMC. REMC will put the poles up as a donation. Discussion concerning the fence and electricity at the bins.
- e. Adam Hanthorne, Commissioner – John Kristoff on tab road inquired about an old culvert draining into his yard with the road height increase.

6. Public Comment: No Public Comment

Next Commissioner meeting June 1, 2020 @ 8:30 a.m.

There being no further business Clay Andrews made a motion to adjourn with a second from Adam Hanthorne, all voted in favor.

ATTEST: Robin Weston-Hubner
Robin Weston-Hubner, Auditor

W. Brian Jordan
W. Brian Jordan, President

Adam Hanthorne
Adam Hanthorne, Vice President

Clay Andrews
Clay Andrews